

Please provide the following information, and submit to the NOAA DM Plan Repository.

Reference to Master DM Plan (if applicable)

As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

1. General Description of Data to be Managed**1.1. Name of the Data, data collection Project, or data-producing Program:**

MMPA & ESA Permits and Authorizations for: Scientific Research Permits; Post-act Import/Export of Parts; and Commercial/Educational Photography

1.2. Summary description of the data:

Marine Mammal Protection Act (MMPA) and Endangered Species Act (ESA) permits and authorizations are required to conduct activities that may impact marine mammals, whether covered under the ESA (for endangered/threatened species) and/or MMPA (all marine mammals).

Permits can be issued for scientific research and/or enhancement activities that involve directed take. Under the MMPA, an alternative to scientific research permit is a Letter of Confirmation (LOC) under the General Authorization. The LOC option is only available to those conduction low level research activities that will not affect ESA-listed species.

Post-act import/export of parts are those marine mammal parts taken after the enactment of the MMPA of 1972. Marine mammal parts permits include any part of a marine mammal, both hard and soft, including parts derived from tissues, such as cell lines and DNA, but do not include urine or feces.

The MMPA also allows for issuance of a commercial/educational photography permit. This permit can only authorize low level (Level B) harassment of non-ESA-listed marine mammals. It is useful for those photographers/filmmakers working on specific projects like a documentary, an episode of a television series, a PSA, etc.

1.3. Is this a one-time data collection, or an ongoing series of measurements?

Ongoing series of measurements

1.4. Actual or planned temporal coverage of the data:

1972 to Present

1.5. Actual or planned geographic coverage of the data:

W: -180, E: 180, N: 90, S: -90

Global and US EEZ

1.6. Type(s) of data:

(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)

Document (digital)

1.7. Data collection method(s):

(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)

Instrument: Not Applicable

Platform: Not Applicable

Physical Collection / Fishing Gear: Not Applicable

1.8. If data are from a NOAA Observing System of Record, indicate name of system:**1.8.1. If data are from another observing system, please specify:****2. Point of Contact for this Data Management Plan (author or maintainer)****2.1. Name:**

Jolie Harrison

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:

NMFS Office Of Protected Resources

2.4. E-mail address:

Jolie.Harrison@noaa.gov

2.5. Phone number:

301-427-8420

3. Responsible Party for Data Management

Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.

3.1. Name:

Jolie Harrison

3.2. Title:

Data Steward

4. Resources

Programs must identify resources within their own budget for managing the data they produce.

4.1. Have resources for management of these data been identified?

Yes

4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):

Unknown

5. Data Lineage and Quality

NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.

5.1. Processing workflow of the data from collection or acquisition to making it publicly accessible

(describe or provide URL of description):

Lineage Statement:

Applicants requesting permits and authorizations for directed take under the MMPA and/or ESA must submit information per applicable regulations 50 CFR 216 and 222. Additional data review and processing steps may occur after submission or after the permit is issued if the permit holder requests amendments/modifications to their permit.

Permit holders are also required to submit different types of reports as outlined in their permits. They may choose to submit the report information via APPS.

5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:**5.2. Quality control procedures employed (describe or provide URL of description):**

Applicants requesting an ESA and/or MMPA permit or authorization must submit information per regulations 50 CFR 222 and 216. Whether submitted via email, mail or via APPS online system, we save the relevant files to our g:drive.

Staff in the Permits Division maintain files for permits they are working on. We have a standardized naming and organization system.

Additional review and analyses occur after submission of an application.

6. Data Documentation

The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides links to resources and tools for metadata creation and validation.

6.1. Does metadata comply with EDMC Data Documentation directive?

Yes

6.1.1. If metadata are non-existent or non-compliant, please explain:

6.2. Name of organization or facility providing metadata hosting:

NMFS Office of Science and Technology

6.2.1. If service is needed for metadata hosting, please indicate:**6.3. URL of metadata folder or data catalog, if known:**

<https://inport.nmfs.noaa.gov/inport/item/29666>

6.4. Process for producing and maintaining metadata

(describe or provide URL of description):

Metadata produced and maintained in accordance with the NMFS Data Documentation Procedural Directive: <https://inport.nmfs.noaa.gov/inport/downloads/data-documentation-procedural-directive.pdf>

7. Data Access

NAO 212-15 states that access to environmental data may only be restricted when distribution is explicitly limited by law, regulation, policy (such as those applicable to personally identifiable information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted to justify any approach other than full, unrestricted public access.

7.1. Do these data comply with the Data Access directive?

No

7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?

No

7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:

Our g:drive is not publicly available. However, the availability of many of the documents is published in the Federal Register as Notices of Receipt (applications, modification request, amendment requests) or Notices of Issuance (permits, amendments, modification). Many documents can also be accessed via our online system: <https://apps.nmfs.noaa.gov>

7.2. Name of organization of facility providing data access:

NMFS Office Of Protected Resources

7.2.1. If data hosting service is needed, please indicate:**7.2.2. URL of data access service, if known:**

<http://www.nmfs.noaa.gov/pr/permits/index.html>

7.3. Data access methods or services offered:

For information on MMPA & ESA permits and authorizations issued by the NMFS Office of Protected Resources, please contact: Jolie Harrison, Chief, Permits and Conservation Division, Office of Protected Resources, National Marine Fisheries Service, 1315 East-West Highway, Silver Spring, MD 20910.

The public may also search our online database to view some permit applications and information: <https://apps.nmfs.noaa.gov>

7.4. Approximate delay between data collection and dissemination:

none

7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:

8. Data Preservation and Protection

The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.

8.1. Actual or planned long-term data archive location:

(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)

To Be Determined

8.1.1. If World Data Center or Other, specify:

8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:

We house copies of the data on an internal server maintained by NOAA NMFS CIO. The NMFS OCIO is responsible for the IT security and contingency plan for data stored on their networks. The NOAA NMFS OCIO establishes procedures and policies required for the recovery and restoration of data destroyed or loss.

8.2. Data storage facility prior to being sent to an archive facility (if any):

NMFS Office Of Protected Resources - Silver Spring, MD

8.3. Approximate delay between data collection and submission to an archive facility:

unknown

8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection

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9. Additional Line Office or Staff Office Questions

Line and Staff Offices may extend this template by inserting additional questions in this section.